



**Southern California Library Cooperative
Administrative Council Meeting Minutes**

Thursday, November 13, 2025, 2:15 - 4:15 pm

Hybrid Meeting

Malaga Cove Library, 2400 Via Campesina, Palos Verdes Estates, CA 90274

Alternate Meeting Locations:

Altadena Main Library, 600 E. Mariposa St., Altadena, CA 91001
Arcadia Public Library, 20 W. Duarte Rd., Arcadia, CA 91006
Azusa City Library, 340 W. Fifth St., Azusa, CA 91702
Beverly Hills Public Library, 444 N. Rexford Dr., Beverly Hills, CA 90210
Calabasas Library, 200 Civic Center Way, Calabasas, CA 91302
Covina Public Library, 1250 N. Hollenbeck Ave., Covina, CA 91722
Crowell Public Library, 1890 Huntington Dr., San Marino, CA 91108
Grant R. Brimhall Library, 1401 E. Janss Rd., Thousand Oaks, CA 91362
Irwindale Public Library, 5050 N. Irwindale Ave., Irwindale, CA 91706
Long Beach Public Library, 200 W. Broadway, Long Beach, CA 90802
Monterey Park Bruggemeyer Library, 318 S. Ramona Ave., Monterey Park, CA 91754
Oxnard Public Library, 251 S. A St., Oxnard, CA 93030
Pasadena Public Library Admin. Office, 221 E. Walnut St., Ste. 199, Pasadena, CA 91101
Santa Clarita Library, 23743 Valencia Blvd., Santa Clarita, CA 91355
Signal Hill Public Library, 1800 E. Hill St., Signal Hill, CA 90755
Simi Valley Public Library, 2969 Tapo Canyon Rd., Simi Valley, CA 93063
South Pasadena Public Library, 1100 Oxley St., South Pasadena, CA 91030
Ventura County Library, 5600 Everglades St., Suite A, Ventura, CA 93003
Whittier Public Library, 7344 Washington Ave., Whittier, CA 90602

Attendance

Addington, Jennifer – PVP
Ashmore, Kathleen – OXN
Balli, Shayna – IRW
Bautista, Sonia – CMM
Billings, Cathy – SOPAS
Bradley, Darlene – ARC
Broman, Susan – LAPL
Buth, Karen – BEV
Conwell, Christine – MOOR
Cousin, Heather – TOR
Cuyugan, Erica – SAM
DeLeon, Cathy – LBPL
Evans, Lisa – COV
Hassen, Leila – AZU
Herbert, Mark – ELS

Hughes, Charles – SIG
Jeffrey, Darren – THO
Lockwood, Barbara – CAB
LohGuan, Hilda – AHM
Maghsoudi, Paymaneh – WHI
McDonald, Tim – PAS
Nasr, Mandy – CAM
Olivarez, Kristin – MPK
Pelayo-Lozada, Lessa – GDL
Regan, Leila – SMD
Roberson, Gina – SCL
Schram, Nancy – VEN
Shupe, Robert – PALM
Romero, Cindy – DORA
Torres, Anita – POM

Watts, Ashley – SMAR
Walker-Lanz, Jesse – LACo
Winslow, Nikki – ALT
Wronka, Stephanie – SVPL

Absent

Arroyo, Kerri – ING
Dickow, Ben – DOW
Lashley, Eric – BUR
Raia, Deborah – SFE
Vance, Carey – MON
Vinke, Dana – RED

Other

Beck, Andy – SCLC
Powers, Christine – SCLC
Sojoyner, Shana – CSL
Snodgrass, Nerissa – SCLC

1. Opening Mandy Nasr
The meeting was called to order at 2:19 pm.
2. Public Comment
Opportunity for any guest or member of the public to address the Council on any item of SCLC business.
None
3. Consent Calendar Mandy Nasr
(ACTION)
All items on the consent calendar may be approved by a single motion. Any Council member may request an item be removed from the consent calendar and placed on the agenda for discussion.
 - a. Minutes of the August 28, 2025, Administrative Council regular meeting
MSP (Addington/Lockwood) to pass the consent calendar.
21 yes, 0 no, 9 abstain
4. Adoption of Agenda Mandy Nasr
The Chair adopted the agenda as presented, without changes.

Gina Roberson joined the meeting.
Tim McDonald joined the meeting.
Charles Hughes joined the meeting.
5. Budget Status Report for FY 2025/26 Andy Beck
(DISCUSSION)
Controller, Andy Beck presented the Budget Status Report for FY 2025/26.
6. Audit Report FY 2024/25 Andy Beck
(ACTION)
MSP (Shupe/Billing) to accept the audited financial statements for SCLC.
33 yes, 0 no, 0 abstain

7. CLSA FY 2025/26 Plan of Service Update Christine Powers
(DISCUSSION)
Christine Powers presented the CLSA FY 2025/26 Plan of Service Update.
Cathy Billings left the meeting.
8. SCLC Annual Planning Meeting Christine Powers
(ACTION)
MSP (Addington/Conwell) approved to hold an annual planning session.
Membership Engagement Ad Hoc Committee will consist of Jennifer Addington, Christine Conwell, and Erica Cuyugan.
32 yes, 0 no, 0 abstain
9. Interest Group Update Christine Powers
(ACTION)
MSP (McDonald/Cousin) To move forward with the development of the following seven interest groups:
- Adult Services
 - Children's Services
 - Teen & Young Adult Services
 - Support Services
 - Emerging Technologies
 - Diversity, Inclusion & Equity
 - Marketing & Social Media
- The council also agreed on the description for each interest group and agreed that library employees could join listservs without an application or supervisor sign-off.
32 yes, 0 no, 0 abstain
10. Committee Updates
- a. Audit and Finance Committee Erica Cuyugan
None
 - b. Leadership and Professional Development Committee Nikki Winslow
The Committee last met on 10/27/25. They discussed the mentorship program, appointed a sub-committee for next year's program. The decided that officer elections will be held in April of 2026.
11. California State Library Report Shana Sojoyner
California State Library representative, Shana Sojoyner, presented the State Library Report.
12. Executive Director's Report Christine Powers
Christine Powers presented the Executive Director's Report.

13. Administrative Council Chair's Report

Mandy Nasr

SCLC Chair, Mandy Nasr thanked Christine Powers for a strong presentation at the Public Library Directors forum. The Chair also noted this is the last meeting of the calendar year, wished everyone happy holidays/new year, and expressed enthusiasm for upcoming SCLC initiatives.

14. Other

Mandy Nasr

- Sierra Madre grand reopening on Saturday June 6, 2026.
- Construction has begun on the new Moor Park City Library; phase one is expected to take 18 months, with move-in planned for March 2027.
- After being shuttered for five years and now being self-service, two of Santa Monica's branches are going to be opening as full service in January for three days a week.

15. Adjournment

Mandy Nasr

MS (LohGuan/Conwell) to adjourn the meeting at 3:25.